

D R A F T

**HOME INSPECTOR ADVISORY COMMITTEE
MADISON, WI
MINUTES
SEPTEMBER 25, 2002**

PRESENT: Ada Duffey (by phone), Mark Jankowski, Norbert Lovata, Rita McCain, Richard Staff (by telephone) and Mark Thomas (by telephone)

EXCUSED: Jerome Baumgardt, Larry Engen, and Brian Vanden Heuvel

STAFF PRESENT: Clete Hansen, Gail Pizzaro, Jacquelynn Rothstein, and Grace Schwingel

CALL TO ORDER

The meeting was called to order at 9:40 a.m. by Clete Hansen, Administrator of the Division of Board Services. Six members were present.

ADOPTION OF AGENDA

The Committee approved the agenda informally as published.

APPROVAL OF MINUTES (5/15/02)

MOTION: Rick Staff moved, seconded by Norbert Lovata, to approve the minutes of 5/15/02. Motion carried unanimously.

ADMINISTRATIVE REPORT

Clete Hansen, Division Administrator

- **Committee Roster**

The Roster was approved as published.

- **Next Meeting Date**

The Committee's next meeting will be on Wednesday, January 15, 2002, at 9:30 a.m.

- **To-Do List**

Reviewed

- **Service and Budget Committee**

Clete Hansen reported on issues discussed at the Department's Service and Budget Committee in August 2002, reviewing the materials in the agenda packet. Clete Hansen reported that DOA has advised Secretary Herrera that the next Biennial Budget will be a tight budget and to expect that new expenditures will be screened very carefully by the DOA. The Department is hopeful that

by July 2003 it can proceed with some of the issues that were discussed at the Service and Budget Committee meeting.

- **Communications – Katharine Hildebrand**

Katharine Hildebrand spoke with the Committee regarding the Home Inspector Regulatory Digest, noting that the Department is looking at ways to bring down the costs of mailing the Regulatory Digest. The Department is moving towards an electronic platform for distributing one Regulatory Digest on the Department website. The Department is encouraging committee members to write articles for the Regulatory Digest. The Committee members stated that they would not object to receiving only one Regulatory Digest each year via the Department's website.

- **Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules and Press Releases**

Noted

LEGISLATION

Statutory Revisions

The Committee had no statutory changes to recommend.

UPDATE ON EXAMS

Report of the Office of Education and Examinations

Gail Pizzaro gave a report on activities in the Office of Education and Examinations. Pizarro distributed and reviewed the August 15th edition of the National Home Inspector News, noting that there have been changes in the way exam scores are reported, but not in the way exams are scored.

Norbert Lovata will be attending an Examination Board of Professional Home Inspectors (EBPHI) role delineation study meeting in Chicago on October 3, 2002, where test questions will be reviewed, as well as how exams will be administered. He will report back to the Committee on this meeting at the next Committee meeting.

HOME INSPECTOR EDUCATION

- **Report of the Office of Education and Examinations**

Clete Hansen reviewed program planning activities for future resource needs in order to process the ever-expanding continuing education requirements that have been imposed by boards and the Department.

The Committee also offered some recommendations for topics that could be used to satisfy continuing education requirements, such as mold and the use of moisture meters.

INSPECTION CLAUSES IN REAL ESTATE CONTRACTS

This matter was handled at the Committee's last meeting.

SCREENING COMPLAINTS AGAINST HOME INSPECTORS AND CASE ADVISORS

Dave O'Connell reported that DOE has taken over the responsibility for screening home inspector complaints. He summarized the screening process and the steps involved in the complaint process.

Dave O'Connell indicated that the Division of Enforcement currently screens home inspector cases on an informal basis, but would now like to have Committee members serve on the screening panel. DOE feels it would be beneficial to have home inspectors reviewing cases that may be presented for screening. Mark Jankowski agreed to work with the screening process and will contact 2 other home inspectors he knows, one from Milwaukee and one from Madison to serve as members of the screening panel and as case advisors.

ISSUES OF CONCERN TO COMMITTEE MEMBERS

Use of Moisture Meters

There was a lengthy discussion on issues involved in the use of different types of moisture meters in home inspections. Rick Staff informed the Committee members that he has prepared information for Realtors, advising that the use of moisture meters is not a "test," as that term is used in the real estate approved forms. The Committee decided not to distinguish between moisture meters that make two small holes in the wall and those that do not.

Exemption of Engineers

The Committee reviewed materials presented in the agenda packet regarding the issue of exempting engineers from being required to obtain a separate home inspectors license. The Committee feels there should be consistency in the way home inspections are done and that anyone presenting themselves as a home inspector should be licensed and operating in accordance with standard home inspection practices. The Committee acknowledged that the Home Inspector Question/Answer Brochure expresses a slightly different position than that which the Committee would prefer.

Brochures and Contractual Language

The Committee reviewed a letter written by Dan Schmilling of Residential Inspections who had concerns about information that was being presented in the WRA brochure. Richard Staff reported on a brochure that the WRA is preparing that deals with indoor environmental pollutants, such as mold and radon in homes. The brochure is to be distributed to homebuyers through real estate agents. Clete Hansen reported that the Real Estate Board was slated to discuss this letter at its meeting of 9/26/02. The Committee took no action.

MISCELLANEOUS CORRESPONDENCE/INFORMATION

None

ADJOURNMENT

MOTION: Richard Staff moved, seconded by Mark Jankowski, to adjourn the meeting at 11:45 a.m.